

**Office Wireless Keyboard**  
**User's Quick Guide**

# Office Wireless Keyboard

## User's Quick Guide

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Federal Communications Commission (FCC) requirements, Part 15

This equipment has been tested and found to comply with the limits for a class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation.

This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

**CAUTION:** Any change of modifications not expressly approved by the grantee of this device could void the user's authority to operate the equipment.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

### CE Declaration Of Conformity

Hereby the manufacturer declares that this Office Wireless Keyboard Combo with Wireless Mouse is in compliance with the essential requirements and other relevant provisions of Directive 1999/5/EC.

Essential requirements - Article 3 Protection requirements for health and safety - Article 3.1a -- Testing for electric safety according to EN 60950 has been conducted. These are considered relevant and sufficient. Protection requirements for electromagnetic compatibility - Article 3.1b - Testing for electromagnetic compatibility according to EN 301 489-1, EN 301 489-17 and EN 55024 has been conducted. These are considered relevant and sufficient. Effective use of the radio spectrum - Article 3.2

--Testing for radio test series according to EN 300 328-2 has been conducted. These are considered relevant and sufficient.

**Congratulations on your purchase of the Office Wireless Keyboard. Please carefully read the User's Quick Guide to learn about the installation and the powerful functions of your new Office Wireless Keyboard.**

### Contents of Package

- ✓ Office Wireless Keyboard
- ✓ Receiver
- ✓ Battery: AA \* 2
- ✓ Driver CD-ROM
- ✓ User Quick Guide

### Install Hardware

*Note:*

- The locations of the channel switch and the link button may be different due to various keyboard shapes.
- Some models may be designed as one-channel version, which will not have a channel switch.

#### ■ Install the Receiver with the PS/2 Connector

Please turn off your PC → Plug the PS/2 connector on the receiver into the PS/2 keyboard port of the PC.

#### ■ Select the Keyboard Channel



*Note:*

- Please skip this section if the keyboard is the one-channel version.

The two-channel switch is located on the back of the keyboard. Select Channel "1" or "2" → Put the batteries into the battery case.

#### ■ Link the Keyboard with the Receiver

*Note:*

- Please link the keyboard within the effective distance.

1. Please turn on your PC. The LED indicator on the receiver will light.
2. Press the ID Link Button on the receiver and the LED indicator will blink. The receiver is ready to automatically link with the keyboard.
3. Press the ID Link Button of the keyboard.
4. The LED indicator on the receiver is light while you successfully finish the keyboard linkage.
5. The LED indicator of the receiver will blink while you use the keyboard.
6. If you need to re-link the keyboard or after changing the batteries, please repeat the steps 2~4.
7. If the selected channel is interfered by other wireless-keyboard users nearby, please change the Link ID by re-linkage or select the other channel immediately.
8. There are 256 changeable IDs for each channel.

### Install Keyboard Driver

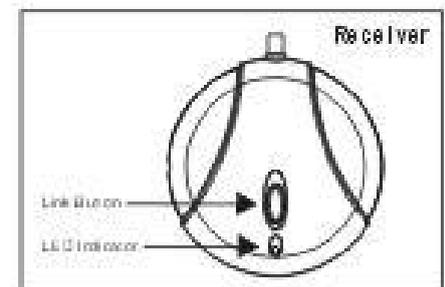
*Note:*

- The driver supports Windows 95, Windows 98, Windows NT,

Windows 2000, Windows ME and Windows XP.

- The driver may be automatically installed.

1. Remove any existing keyboard drivers completely.
2. Insert the driver CD-ROM to your PC.
3. If the driver does not be automatically installed, please open the folder "Keyboard" double click the file "Setup.exe" and then follow the setup instructions to complete the driver installation. Please note to restart your PC.
4. A Keyboard Setting icon will appear on the taskbar of Windows after you successfully finish the installation.
5. There are 3 icons shown on the taskbar while "Scroll Lock", "Caps Lock" and "Num Lock" are enable.



6. You can double click the Keyboard Setting icon and follow the selection instructions to set hot key functions.

### Introduction of Hot Keys & Scroll Wheel

19 useful hot keys and 14 function keys provide a time saving way to access Office applications, Web/ Internet shortcuts and PC/ multimedia control.

*Note:*

- Please view the file "Readme.doc" in the driver CD-ROM for more detailed introduction of hot keys and keyboard operation.

### PC Hot Keys

(Function Lock, Calculator, My Computer and PC Sleep)

*Note:*

- The key of Calculator requires a driver support under any Windows operation system. leep hot key function is available if your system supports power management (ACPI) and all the peripherals (e.g. VGA, Sound card) are compatible with the power management.

	<b>Function Lock</b>	Office Lock Key Switch the function from the normal function keys (LED off) to the enhanced function keys (LED on).  * The LED indicator is located on the receiver for the wireless Office keyboard version.
	<b>Calculator</b>	Start Microsoft Calculator.
	<b>My computer</b>	Open My Computer. My computer shows the contents of your floppy disk, hard disk, CD-ROM drive and network drives. You can also search for and open files and folders, and gain access to options in Control Panel to modify the computer's settings.
	<b>PC Sleep</b>	Put the system into sleep mode if the PC supports power management and has it enabled. The user can put the computer to sleep at the press of any button, protecting data and saving energy. If power management is not enabled, this key will not work.

### Web & Internet Hot Keys

(Web Page Backward, Web Page Forward, Web Stop, Web Refresh, Web Search, E-mail, Web Home and My Favorites)

	<b>Web Backward</b>	Go back to the previously viewed item in programs that support the "Back" command, such as a Web browser.
	<b>Web Forward</b>	Go to the next item - if it was previously viewed in the same session - in programs that support the "Forward" command, such as a Web browser.
	<b>Web Stop</b>	Stop loading or refreshing a Web page or the contents of a particular window.
	<b>Web Refresh</b>	Update the information on an active Web page or the contents of a particular window.
	<b>Web Search</b>	Open the Internet Explorer Search pane.
	<b>Email</b>	Start the default e-mail program. If you are not sure what the default e-mail program is, press this key to find out. You can reassign the Email key to start another e-mail program or another application.
	<b>Home</b>	Start the default Web browser or go to the Home Web page. If the Web browser is already activated it opens the Home Web page. You can reassign the Home key to start another Web browser, another Home Web page or another application.
	<b>My Favorite</b>	Open the Internet Explorer Favorites pane. This is where you can store shortcuts to frequently used files, websites or other items for easy access.

### Multimedia Hot Keys

(Totally control Play/Pause, Volume Up, Volume Down, Pre Track, Next Track, Mute and Stop)

	<b>Play/Pause</b>	Play or Pause media. Once paused, press this key again to resume playing.
	<b>Volume up</b>	Increase the volume. Hold down to increase the volume more quickly.

	<b>Volume down</b>	Decrease the volume. Hold down to decrease the volume more quickly.
	<b>Pre Track</b>	Switch to the previous media track. Press once for each preceding track.
	<b>Next Track</b>	Switch to the next media track. Press once for each subsequent track.
	<b>Mute</b>	Turn off the sound. Press again to turn the sound back on.
	<b>Stop</b>	Stop playing media.

#### **14 Function Keys**

(Directly provided the usual or assigned Office applications.)

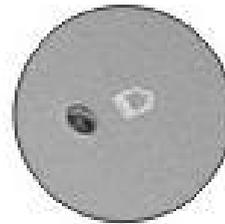
*Notice:*

- The Office Function Lock is enabled while the LED indicator of the receiver is light and the assigned Office functions are applied.

<b>Function Key Descriptions</b>			
	<b>Help</b>	<b>F1</b>	Open the Help file (if available) for the active window.
	<b>New</b>	<b>F2</b>	Create a new document in programs that support the command * Notice for the keyboard versions of Brazil, Portugal and Spain: The function key "New" is defined as "Bold".
	<b>Open</b>	<b>F3</b>	Open a document in programs that support this command.
	<b>Save</b>	<b>F4</b>	Save the file in the active window.
	<b>Replace</b>	<b>F5</b>	Search for and replace the specified text and formatting.
	<b>Spell</b>	<b>F6</b>	Start the spell-checking program in the active document if the document's program provides this feature.
	<b>Undo</b>	<b>F7</b>	Cancel the previous action.
	<b>Redo</b>	<b>F8</b>	Cancel the previous undo. * The function key "Redo" applied under Excel: "Redo" can be enabled after you highlight and copy the content of a cell.
	<b>Reply</b>	<b>F9</b>	Reply to the e-mail in the active window.
	<b>Reply All</b>	<b>F10</b>	Reply to all the e-mails in the active window.
	<b>Forward</b>	<b>F11</b>	Forward the e-mail in the active window.
	<b>Send</b>	<b>F12</b>	Send the e-mail in the active window.
	<b>Print</b>	<b>Print Screen</b>	Print the document in the active window.
	<b>Euro Sign</b>	<b>Num Key</b>	Directly access to the Euro sign.

## **LED Indicator**

(Specially designed for low-battery notice.)



## **Notification**

- This equipment is intended for use in the following countries:  
18 European Countries:  
Austria, Belgium, Denmark, Finland, France, Germany, Greece, Iceland, Ireland, Italy, Luxembourg, Netherlands, Norway, Portugal, Spain, Sweden, Switzerland and United Kingdom.
- The low-battery LED indicator will light while the keyboard is in the status of low battery and a low-battery icon will appear on the taskbar of Windows. Please change the batteries immediately.
- Press any key to wake up the keyboard while it is in the sleeping mode.
- If the keyboard does not work properly, please make sure the PS/2 port of the computer is valid. Besides, check the connector or the cable of the receiver if there is broken or tangled.
- If the product is malfunction, please change the batteries or move the receiver away from the computer and the monitor.
- Please avoid using the keyboard under direct sunlight, extreme hot, cold or dusty environment.
- Please view the file "Readme.doc" in the driver CD-ROM for more detailed introduction of hot keys and keyboard operation.

## **Office Keyboard Patents**

- Internal Hot Keys: China ZL97243196.9, Germany 297062S1.6, US A and Taiwan Patent Pending
- Auxiliary device for editing document: China ZL01219701.7, US A 09/838223 Pending, Thailand 0203000218 Pending, Germany 20106926.1, Taiwan, UK and Japan Patent Pending
- Edit & Clipboard Document Auxiliary Device for Software: China 02116144.5 Pending, 02231501.2 Pending, Taiwan Patent Pending
- Office Purpose Keyboard: Germany 20113043.2, US A 09/917690 Pending, UK 0127691.4 Pending, China ZL01227259.0, Taiwan 902059S Pending, Japan Pending
- Multimedia Pointing Device: Germany 20119955.5 Pending, US A 90/860862 Pending, Thailand 0203000217 Pending, China ZL01207586.8, Taiwan and Japan Pending
- Emo Sign: Germany 20202657.4 Pending, China 01279547.X Pending, US A, Taiwan and Japan Pending